

**U. S. Department of Energy**

## ORDER FOR SUPPLIES OR SERVICES

PAGE	OF	PAGE
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**IMPORTANT: Mark all packages and papers with contract and/or order numbers.**

1 2

1. DATE OF ORDER 7/14/2003	1. CONTRACT NO. (If any)	3. ORDER NO. DE-AB01-03ME04206A000	4. REQUISITION/REFERENCE NO. 01-03ME04206 000
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5. ISSUING OFFICE (Address correspondence to)  
U.S. Department of Energy  
1000 Independence Avenue, SW  
Washington, DC 20585

BUYER: D. Draper, A204 NO. (202) 287-1437 CODE: ME-641.2

7. TO: CONTRACTOR (Name, address and ZIP Code)

**Sure-Fit Security**  
**Attn: James Mullins**  
**8213 Fenton Street**  
**Silver Spring, MD 20912**

TIN: 52-1442317

3. ORDER NO. DE-AB01-03ME04206A000	4. REQUISITION/REFERENCE NO. 01-03ME04206.000
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6. SHIP TO: (Consignee and address, ZIP Code)  
U.S. Department of Energy  
1000 Independence Avenue, SW  
Washington, DC 20585

SHIP VIA: Michael Watkins, ME-411.1

	8. TYPE OF ORDER
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8. TYPE OF ORDER	
X	A. PURCHASE-Reference your

Please furnish the following on the terms and conditions specified on Both sides of this order and on the attached sheets, if any, including Delivery as indicated. This purchase is negotiated under authority of:

**B. DELIVERY**-Except for billing instructions on the Reverse, this delivery order is subject to instructions contained on this Side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA				
B&R	APPROP	AFP	ALLOT	OC
NOT APPLICABLE				

CFA DOLLARS

10. REQUISITIONING OFFICE

PROJ. OFF. Michael Shincovich      NO. (202) 586-1557      CODE ME-411

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

<input checked="" type="checkbox"/>	SMALL	<input type="checkbox"/>	OTHER THAN SMALL	<input type="checkbox"/>	DIS-ADVANTAGED	<input type="checkbox"/>	WOMAN-OWNED
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12. F. O. B, POINT  
DESTINATION

### 13. PLACE OF INSPECTION AND ACCEPTANCE

14. GOVERNMENT B/L NO.

15. DELIVER TO F.O.B. POINT  
ON OR BEFORE (Date)

7/14/2003 – 7/13/2006

SCOUT TERMS

NET/30

**17. SCHEDULE (See reverse for Rejections)**

ITEM NO (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
1	<p><b>BLANKET PURCHASE AGREEMENT (BPA)</b> Provide the U.S. Department of Energy (DOE) with all labor, supervision, and materials to provide Medeco services and products, in accordance with the attached list of products and services, in the Forrestal Building in Washington, DC.</p> <p>Period of Performance 7/14/2003 – 7/13/2006 The contractor shall bill for materials, services and labor in accordance with Attachment 1, Price Listing</p> <p>NOT TO EXCEED VALUE: \$244,399.12*</p> <p>*This value is <u>not</u> guaranteed to be purchased by the DOE. The Contractor will only work and bill the DOE in accordance with the pricing contained in this BPA. The Contractor will <u>not</u> be reimbursed for materials and services not incorporated in this BPA award. The Contractor will <u>not</u> bill any "Service Charges or Fees" under this BPA.</p>					
		<p>ACCEPTANCE BY:</p> <p>(Signed Copy in File) <span style="float: right;">7/2/2003</span></p> <p>(Signature of Authorized Contractor Representative) <span style="float: right;">Date</span></p>				
SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.			17. (H) TOT. ← (Cont. pages)
	21. MAIL INVOICE TO: (Include Zip Code) U.S. DOE, Commercial Payments, P.O. Box 500, Germantown, MD 20875-0500 Tel.: 301/903-4340				\$0.00	17. (I) ← GRAND TOTAL

22. UNITED STATES OF AMERICA  
BY (Signature)

23. NAME (Typed)  
Craig S. Frame

**TITLE: CONTRACTING/ORDERING OFFICER**

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

PAGE NO.  
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**IMPORTANT: Mark all packages and papers with contract and/or order numbers.**

DATE OF ORDER  
7/14/2003

CONTRACT NO.

ORDER NO.  
DE-AB01-03ME04206A000

ITEM NO (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
3.	Additional Building Instructions: In accordance with FAR 52.2208, the Contractor shall submit a copy of their payroll for each week in which contract work is performed. The Contractor is required to provide prime and Subcontractor pay record(s) and certification(s) with each invoice for payment. Invoices received without the supporting payroll records will be rejected by the DOE COR.					
4.	Invoicing:  Contractor will request DOE inspection(s) of work prior to submissions of invoices for progress work or final invoice. Failure to complete the inspection(s) will result in the invoice being rejected.  "In accordance with FAR 52.232-33, Mandatory Information for Electronic Funds Transfer Payment, prior to submission of the first request for payment (invoice) under this order, the Contractor shall provide the information required to make payment by Electronic Funds Transfer (EFT) directly to the payment office at U.S. Department of Energy, Capital Accounting Center, Accounts Payable Division (CR-54), P.O. Box 500, Germantown, MD 20875-0500, (telephone number 301-903-4340) In addition, the contractor shall provide the Taxpayer Identification Number (TIN) to the payment office. Copies of the Payment Information Form - ACH Vendor payment System and Request for Taxpayer Identification Number and Certification (Form W-9) are attached to this order.  The Government is not required to make any payment under this order until after receipt, by the designated payment office, of the correct EFT information. Until receipt of the correct EFT information, any invoice submitted shall be deemed not to be a valid invoice as defined in the Prompt Payment clause. The payment office may return the invoice to the Contractor, without payment"					
5.	INVOICE APPROVING OFFICIAL:  Michael Shincovich ME-411, (202) 586-1557, or another ME-411 designated Invoice Approving Official.					
6.	Attachments: 1. Price Listing 2. SCA Wage Determination Number 1994-2103, Revision 28, dated 10/4/2002 3. Simplified Acquisition Clauses					

**TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) →**

Item	Description	Fixed Price per Unit Year One 7/14/03- 7/13/04	Fixed Price per Unit Year Two 7/14/04- 7/13/05	Fixed Price per Unit Year Three 7/14/05- 7/13/06

#### Miscellaneous Lock Services

1	Recover combination on Simplex or Unican Lock and return to full operation	\$35.00	\$37.45	\$41.20
2	Change combination on Simplex or Unican Lock and return to full operation. Provide new combination to DOE Personnel	\$17.50	\$18.73	\$20.60
3	Do all things necessary to remove and reinstall hardware to a new location, with working key available	\$35.00	37.45	\$41.20
4	Remove existing locks and hardware from door with working key available	\$17.52	18.73	\$20.60
5	Repair Simplex or Unican Lock	\$52.50	\$56.18	\$61.79
6	Repair mortise lock	\$52.50	\$56.18	\$61.79
7	Remove broken key	\$17.50	\$18.73	\$20.60

#### Lock Services Only / No Hardware

8	Install Kaba-Mas, CDX-08 or CDX-09 in metal or wood door*	\$105.00	\$112.35	\$123.59
9	Drill Kaba-Mas, CDX-08 or CDX-09 lock and remove lock and hardware from door	\$140.00	\$149.80	\$164.78
10	Install S&G model 8470 high security device with model 7400 door lock*	\$105.00	112.35	\$123.59
11	Install Unican L1021 with key and override & Medeco interchangeable core*	\$52.50	\$56.18	\$61.79
12	Install Schlage lever handle lockset and Medeco keyway*	\$35.00	\$37.45	\$41.20
13	Install Schlage L-Series mortise case lock with lever handle*	\$35.00	\$37.45	\$41.20
14	Install Medeco rim cylinder*	\$35.00	\$37.45	\$41.20
15	Install Medeco mortise cylinder*	\$17.50	\$18.73	\$20.60
16	Install Medeco "drop bolt" lock*	\$52.50	\$56.18	\$61.79
17	Install Medeco single cylinder dead bolt*	\$35.00	\$37.45	\$41.20
18	Install Medeco double cylinder dead bolt*	\$35.00	\$37.45	\$41.20
19	Install Medeco keyway/cylinder*	\$17.50	\$18.73	\$20.60
20	Re-key Medeco cylinder with existing key available*	\$17.50	\$18.73	\$20.60
21	Re-key Medeco interchangeable core cylinder with existing key available*	\$35.00	\$37.45	\$41.20
22	Re-key Medeco padlock to master and change key with existing key available*	\$35.00	\$37.45	\$41.20
23	Install latch protector plate*	\$17.50	\$18.73	\$20.60

#### Hardware Only / No Lock Services

25	Kaba-Mas, CDX-09	\$1,350.56	\$1,620.68	\$1,782.75
26	S&G model 8470 high security devise with model 7400 door lock, Brushed Aluminum	\$1,567.95	\$1,646.34	\$1,728.66
27	Unican L1021 with key override & Medeco interchangeable core, Brushed Aluminum	\$476.31	\$523.94	\$576.33
28	Schlage AL-Series "SATURN" #AL53PD, lockset and Medeco keyway/cylinder, Bright Brass	\$198.53	\$208.45	\$218.87
29	Schlage L-Series lever handle mortise lockset and Medeco keyway/cylinder, Polished Brass	\$354.53	\$372.25	\$390.86
30	Aluminum	\$354.53	\$372.25	\$390.86
31	Medeco "Series 10" rim cylinder (All Finishes)	\$58.50	\$64.35	\$70.79
32	Medeco "Series 10" mortise cylinder (All Finishes)	\$53.25	\$58.58	\$64.44
33	Medeco "Steel Guard" drop bolt lock, Polished Brass	\$127.88	\$140.67	\$154.74
34	Medeco "Maxum" single cylinder dead bolt, Polished Brass	\$107.25	\$117.98	\$129.78
35	Medeco "Maxum" double cylinder dead bolt, Polished Brass	\$143.63	\$157.99	\$173.79
36	Medeco "31 Series" interchangeable core	\$49.28	\$54.21	\$59.63
37	Medeco "32 Series" interchangeable core	\$49.28	\$54.21	\$59.63
38	Medeco lever lock cylinder for Schlage lockset, Bright Brass	\$50.25	\$55.28	\$60.81
39	Medeco Keys cut to specification and stamped with up to three characters/numerals	\$6.00	\$6.60	\$7.26
40	Medeco 54X2 padlock, with Medeco cylinder	\$82.43	\$86.56	\$90.89

#### Ancillary Services

	The following hourly services may be ordered by the Contracting Officer's Representative for work <u>not</u> associated with items 1 through 40 under Part B. Ancillary services under the BPA may <u>only</u> be authorized by the COR for services related to installation and repair of Medeco, Simplex Unican, Schlage and Kaba-Mas lock systems. An example of an <u>inappropriate</u> use of ancillary service would be to install a kick plate, hinge or strike plate. Ancillary services will not be used as a service fee. Hourly rate will be rounded to the 1/2 hour, based on work while on DOE site.			
41	Locksmith	\$70.00	\$74.90	\$82.39
42	Locksmith Premium (after 6:00 PM to 6:00 AM next day)	\$105.00	\$112.35	\$123.59
43	Miscellaneous parts and hardware needed for repairs and installations. The Contractor shall provide parts needed for repair of locks at cost as authorized by the Contracting Officer's Representative. A 1.5% handling fee will be applied to parts.			

Price includes all indirect and direct cost associated with the hardware and services. The contractor is not permitted to charge a service fee. The quantities identified by the DOE are **NOT** guaranteed to be purchased by the DOE.

Services may only be rendered in accordance with written DOE orders.